MINUTES

North Carolina Criminal Justice Education and Training Standards Commission

Planning and Standards Committee May 22, 2013

The Planning and Standards (P&S) Committee of the North Carolina Criminal Justice Education and Training Standards Commission met at the Wake Technical Community College, Public Safety Center on May 22, 2013 at 1:00 pm.

Committee Members Present

Commissioner Stephanie Freeman, Chairperson Commissioner Robert Myrick Commissioner Jeff Welty Commissioner Trey Robison Commissioner Allen Smith Commissioner Charles Johnson

Guests Present

Julia Lohman, Sheriffs' Standards Division Cathy Jordan, CJ Standards Legal Counsel

Staff Present

Trevor Allen, CJ Standards Division Dawn Suffel, CJ Standards Division

Call to Order

Chairperson Stephanie Freeman called the meeting to order and declared a quorum.

Approval of the February 21, 2013 Meeting Minutes

Commissioner Jeff Welty made mention that spelling of Commissioner Trey Robison's name should be corrected. **Motion** to approve was made by Commissioner Robert Myrick and **seconded** by Commissioner Jeff Welty. **Motion carried** unanimously.

Review of DAC/DCC Request for Rule Exemption

re: Probation/Parole Officers/Surveillance Officers (PPO/SO)

Chairperson Freeman reviewed that the P&S Committee had previously approved an administrative rule change concerning education requirements for PPO/SO. Ms. Freeman pointed out that following that last action, discussions between Chief Legal Counsel for DPS and Heads of CJ Commission continued. An agreement was reached wherein this matter would be removed from P&S responsibilities and be handled by the Executive Committee. A request for approval by the full commission of a one-time waiver for this particular workgroup and leave in place the existing four-year education requirement in the administrative code is forthcoming.

Review of Form F-5A (DAC)

Chairperson Freeman advised that with ongoing consolidation of agencies within DPS, no further changes to this form have been made at this time.

Review of DPS Form - Personnel Action Request (PAC)

Chairperson Freeman presented the existing DPS PAC Form to the Committee and explained that it is currently used within DPS, primarily for personnel separations. A request was brought before the Committee for approval for CJS staff to use this form concerning DAC personnel changes as well. **Motion** to approve was made by Commissioner Robert Myrick and **seconded** by Commissioner Allen Smith. **Motion carried** unanimously.

Review of Personal History Statement Form F-3 (LE)

Chairperson Freeman presented the Form F-3 recapping various categories highlighting changes made to date. Committee members recognized that language changes to the CJ form should parallel language on the Sheriffs' Standards form. Committee members agreed that direction of questions concerning substance use should be positioned to ensure alignment with ADA requirements and to add questions concerning illegal acts.

Ms. Freeman stated that the plan will be to assemble the Forms Subcommittee again before the next P&S meeting and come back in August with a new form.

Review of Form F-8 (Mandated Background)

Committee members recognized and agreed to complete changes to the Form F-3 before examining the F-8.

Rules Update

Staff member Trevor Allen updated the committee concerning the following rule amendments: 1) removal of state testing from the curriculum of commission courses, 2) increase SD certification period from 2 to 3 years, and 3) clarify student POPAT qualification – change 2 attempts per obstacle to 2 attempts overall.

Mr. Allen advised that the above rule changes were recently approved by Rules Review Commission and fiscal notes are being prepared as part of conclusion to the process. On a different item, he went on to say that the proposed amendment concerning concealed carry permit for Qualified Retired Law Enforcement Officers remains pending because of a definition conflict of a 'separated' officer. Federal law identifies a separated law enforcement officer at 10 years while NC law identifies a separated officer at 15 years. Because the Commission cannot make a rule in conflict with state statute, the issue will remain open until resolution is reached at the legislative level.

Other Business

None.

Date of Next Meeting

The next scheduled meeting of the Planning & Standards Committee will be on August 22, 2013 at the Wake Technical Community College, Public Safety Center.

Motion to Adjourn

Motion to adjourn was made by Commissioner Chris Johnson and **seconded** by Commissioner Allen Smith. **Motion carried** unanimously.